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Web: [www.EyesOnThePrizeTutor.com](http://www.EyesOnThePrizeTutor.com)

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## **REFUND POLICY**

### **PAYMENT OPTIONS**

- Cash
- Check – make payable to *Eyes On The Prize Tutoring*
- Money Order – make payable to *Eyes On The Prize Tutoring*
- Credit Cards (American Express, Visa, Master Card, Discover)
  - a 2% fee will be applied
  - complete credit card authorization form on the next page

### **REGISTRATION POLICY**

- Enrollment is on a first come first serve basis.
- Non-refundable, non-transferable deposit of \$100 is due upon submission of application.
- Except when classes are canceled by the program, there are no refunds.
- If remaining balance is not received by first day of session, your deposit is forfeited to make room for students on the waiting list.
- There will be a \$35 service fee for returned checks
- Students must be picked up by dismissal. A late pick-up fee of \$1 per minute will apply.

### **DISCOUNT POLICY**

- Per hour discounts apply to tuition paid one week in advance of class, otherwise cost will be pro-rated based upon number of days.
- Tuition is due by the beginning of the course.